

CELRE-EE (690-600)

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Appointment of Equal Employment Opportunity (EEO) Counselors

1. The following individuals assigned to the U.S. Army Corps of Engineers, Detroit District are appointed to serve as EEO Counselors:

<u>Name</u>	<u>Location</u>
Rosa L. Thomas	ETS, Management Support
Robert E. McKechnie	ETS, Soo Area Office
Ray Velazquez	Logistics Management Office
Barbara A. Butler	Equal Employment Opportunity Office
Carl R. Jarratt	Information Management Office
Terence L. Furtaw	ETS, Soo Area Office

2. EFFECTIVE DATE: 13 January 2003.

3. AUTHORITY: AR 690-600 dated 18 Sep 89, and 29 CFR 1614 dated 01 Jul 99.

4. PERIOD: Indefinite.

5. PURPOSE: To seek resolution of disputes at the lowest possible level within 30 calendar days of initial contact with an aggrieved individual, unless alternative dispute resolution (ADR) is elected. Responsibilities include: initiating the interview process; explaining the EEO process, and the rights and responsibilities of aggrieved and management individuals; determining the facts, claim(s) and basis (es) raised; and preparing a report detailing the counseling activities. Counselors will work under the direct supervision of the Equal Employment Opportunity Officer.

6. All previous appointments are rescinded.

7. The POC is the Equal Employment Opportunity Officer at (313) 226-4744.



THOMAS H. MAGNESS
LTC, EN
Commanding

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Individuals OPF File
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